

University of Toronto – Faculty of Information
Master of Information Student Council
January 10th, 2013; 4:00-6:00pm
Student Lounge, 7th Floor, Claude Bissell Building

Agenda

Present: Laura Chuang, Nonna Volodina, Allison Moore, Laura Sorbara, Melody Tacit, Octavio Escalante Menchaca, Ned Struthers, Katrina Cohen-Palacios, Sarah-Anne de Groot, Brooke Gardhouse, Wendy Traas, Kate Restivo, Ashley Bodiguel, Kim Pham, Daniela Cancilla, Emily Porta, David Jorjani, Sanjin Kuduzovic, Mari Vihuri, Jessica Gallinger, Alexandra Kwan.

Official Regrets: Ramona Sansait, Gillian Eguaras, Pam Murray.
Absent: Simren Singh.

Recorder: Alexandra Kwan

The meeting was called to order at 4:06pm with quorum established.

1. Approval of Agenda
Motion: Laura S.
Seconded: Kate
Vote: Passed—Unanimous.
2. Reading and Approval of the Minutes: Minutes from the website have been changed slightly following feedback from a faculty member (Patrick Keilty) who felt singled out in the minutes. As changes were made half an hour before the meeting, MISC members decided to return to them later on during the meeting to give time for members to read the changes.

After Jessica delivered the FC Representatives' report, council members returned to the approval of last meeting's minutes.

Sanjin pointed out that other professors' names were named in the revision of the minutes. Jessica informed council that she was supposed to have another meeting regarding tech skills with Dean Ross; however, Isidora Petrovic (Careers Officer) was unable to attend. Thus, the meeting has been postponed until after MISC's January meeting. Allison asked Jessica about what Patrick Keilty wanted to discuss. Jessica said that Patrick had wanted MISC to meet him informally, off-campus to discuss these same issues. MISC's executive felt that it would be more prudent to request an open meeting with him (and other non-MISC students), and this was agreed to by council at the last December meeting. Jessica has received some assurance that this would be possible in the future, but pending feedback from the Dean.

Motion to approve December minutes: Allison
Seconded: Laura C.
Vote: Passed—Unanimous.

3. Business Arising from the Minutes: Last meeting we discussed why people leave before the end of a meeting. A number of people missed representatives' reports during December. Therefore, Jessica moved representatives' reports to the beginning, and scheduled committee reports at the end of January's meeting agenda.
4. AIS guest presentation: (David Jorjani, speaking on behalf of AIS):

David arrived minutes after council decided to move ahead with the Representative Reports. After these were finished, David delivered his presentation.

The AIS student chapter began last year with the Steve Kruug event. The iSchool's student chapter is geared towards ISD and KMIM students. As a result of negotiations, the \$500 membership fee to AIS was reduced to \$250 and the iSchool's chapter is officially an AIS group. The group will be holding an event— an ISD meet up on January 29th from 4:30-6pm. Kelly Lyons and Periklis Andritsos will be there. David encourages students to invite their friends. If students want to help Ashley Bodiguel (who is organizing the event), they should contact her. For any feedback and ideas, please let David Jorjani, Kim Pham, or Octavio Escalante know. Jessica inquired about how the group resolved their funding. David replied that Faculty member Kelly Lyons is sponsoring them. He mentioned the Dean has promised to help AIS in the future, but there may be other plans for the chapter's financial future. Sanjin asked if they need money for membership fees. David responded that the AIS group will apply for MISC funds to support their events, but will find funding for membership fees elsewhere. Jessica commented that the ISD meet-up is what she envisions for the other kinds of student/faculty meetups that she had suggested at the last Faculty Council meeting.

5. Reports by Representatives:
 - a. Alumni Association (Brooke)
 - i. Job Shadowing Program: FIAA is currently organizing the shadowing program. The FIAA meeting is next week, so Brooke will know more about it then.
 - b. MISC-MSGSA Liaison (Katrina) – NO REPORT
 - c. Admissions Committee (Wendy) – NO REPORT
 - d. Faculty Council (Jessica et al): No FC meetings have taken place since the last MISC meeting, but a few issues have arisen since.
 - i. Update to PC additional rep request: Andrew Drummond (Chair, Faculty Council) accepted this as notice of motion during the November meeting. Technically, a notice of motion should be in writing, but Jessica has seen many notices of motion delivered as oral reports; thus, notice of meeting given as an oral report is a fairly common practice. Andrew Drummond had asked FC

- members to vote on whether to accept the notice and he received unanimous consent to accept during the meeting. Following the meeting, some FC members approached him to express their objection to the notice. This is a procedural issue. Jessica met with Dean Ross to discuss the rejection of notice, which was confirmed by Andrew Drummond. Dean Ross has asked him to reconsider, given that it is only a procedural issue and that votes cannot be taken back after a vote. Jessica acknowledged that this unfortunately places Andrew Drummond in a difficult position. Jessica will keep MISC informed of further developments.
- ii. Feb. meeting rescheduled to March 1, 9:30-11:30: The FC meeting scheduled for February has been pushed back to March. FC Reps should have gotten an email about this. Jessica is concerned that the postponed meeting will result in a delay in voting on the motion (see 5.d.i.) if Jessica has to submit the notice of motion in writing at the next meeting. This is not a concern if the FC Chair accepts the notice she gave in the November meeting. Laura C. asked what the procedure entails for notice of motion. Jessica responded that a one sentence email giving notice of motion would suffice. Mari pointed out that notice of the postponed meeting occurred after the November meeting. Laura S. said another faculty member has said that an additional rep would not make a difference. Jessica feels having two reps on the Programs Committee would be useful in case the next year's rep misses meetings or is less outspoken. Jessica pointed out Sanjin's observations that most items pass unanimously in the committee anyways. However, two reps would increase accountability for the committee and change the dynamic of the committee to have more student presence. Sanjin agrees with Jessica about changing the dynamic, adding that most of the programs committee is passive/silent, and having a second student would help. Proportionally speaking, it is not unreasonable to have another student on this committee.

At this point, council members had viewed the revisions to the December minutes and decided to vote on approval of the minutes.

- e. Graduate Students' Union (Jessica, Laura C., Ned):
 - i. University Affairs Committee update: Laura C. has class during GSU meetings, but she is on the University Affairs Committee. After Open Access week, the UA Committee was approached by OISE's Child Psychology representatives. Students in this program have mandatory internships with hospitals, but they are still required to pay full tuition. OISE students and faculty have signed a petition to reduce/drop the tuition, but they have not been able to have a meeting with their Dean yet.
- f. Student Tech Fund (Emily, David, Octavio)
 - i. Email and response from HackerYou: TF emailed HY to inform them that TF would not be moving forward with them in the near future. TF received a response from Laura (LLC), who apologized about Ryan (HY) and the communication issues; she offered other instructors to work with. Laura also offered a complimentary workshop to Emily (for her to test which ones are most

- appropriate for iSchool students). The partnership was ended amicably, and TF may work with LLC again in the future.
- ii. Update on Ideas Party results: TF has not had their January meeting yet. They are currently working on the ideas that came from the Ideas Party. TF has contacted St. John's Ambulance about the puppy party; they have agreed to send dogs. TF is considering scheduling this in March.
 - iii. Upcoming workshops: TF is working with the iSchool Institute's (ISI) continuing education to set up a workshop for current students. They are looking at a longer term web developer workshop (e.g., an eight-week workshop), which would teach students the skills required to become web developer. ISI workshops are a lot cheaper,. Instructors would be paid the same amount that other instructors get.
 - iv. Finances meeting: Emily met with Susan Brown (Assistant Dean, Administration), Kathy Shyjack (Finance Officer), and Jessica. TF will keep track of finances themselves and ensure good communication. Petty cash will be set up separately for TF (so they can purchase small items quickly); however, no progress has been made by TF to establish their own bank account. TF is unable to do this due to bureaucratic reasons at U of T.
 - v. Confirmed purchases: Desktop for MISC office, the Keurig coffee maker. They are trying to locate find Raspberry Pis and a camera.
 - vi. Funding meeting: TF has an upcoming meeting with Robin Kester's (Senior Development Officer) replacement.

Sanjin asked the TF when they started working with ISI. Emily responded that they started in December. David added that normally, each workshop attendee pays \$250, but ISI has offered discounts to TF for iSchool students. Sanjin: They can customize the workshops to our needs. Ned: when's the earliest this will happen? Emily: It depends. Eva (Coordinator, ISI) seemed to be sure that workshops could begin by this semester, but it depends on the ISI's teaching contacts.
- g. Information Services (Mari and Emily) – Dec 14th meeting: It was announced that the chair for the IS Task Force is Mike Ridley. Mari and Emily will find out during the next IS meeting about the dates for the Task Force's meetings, since they are supposed to sit on the committee. The meeting discussed: making the committee more efficient, fax machines for faculty, and the micro-site being developed by Ivan (Senior IT Administrator) and Jerome (Student Recruitment Officer). The micro-site is intended to update the website for prospective students. It must be implemented without affecting the actual iSchool website. Although Ivan and Jerome would like to implement this in January, it was mentioned that many website projects which happened over the years tend to remain uncompleted.
- h. Life and Times Committee (Daniela) – NO REPORT
 - i. Programs Committee (Sanjin):
 - i. Replacement for January meeting: Sanjin received the PC meeting schedule until May 2013; he can attend all of them except for January's meeting. He asked if

any council members were interested in attending the January 18th meeting from 1-3pm. Laura C. volunteers. Jessica: how do we respond to the rejection of the notice of motion regarding the Programs Committee? Three to four council members could attend their meetings, since they are open meetings. Allison pointed out that MISC does not know which FC members objected to the notice—they might not have been PC members. If MISC crashes their meeting, PC members might become antagonistic. Laura C.: we might fare better if we work on the PC in a positive way. Jessica suggested sending two council members to their next meeting (to illustrate the dynamic of having two MISC representatives present). Mari pointed out that faculty members regularly drop-in on meetings anyways. Sanjin was concerned that increased MISC presence might cause problems for the PC's Chair (Chun Wei Choo). We might create problems for him. Ned pointed out that one extra person should not be a problem; it's not as if MISC is making a statement. Allison and Laura C. will both attend the PC meeting scheduled next Friday, between 1-3pm in rm. BL212 (Dean's Conference Room).

- ii. Brief recap of Fall 2012 PC items: Since many MISC members left before he delivered his report in December, Sanjin provided a recap of his items. Allison inquired about student learning outcomes. As a result of these, goals currently appear on syllabi. Sanjin noted that this is good for measurability. He mentioned that students taking more than 16 courses must submit a form.

j. Committee on Standing (Simren) – NO REPORT

After the representatives delivered their reports, David gave his presentation on AIS.

6. Reports by Executives:

a. President (Jessica)

- i. Tech skills meeting: This meeting between Caitlin (MSGSA President), the Dean, Isidora, Kathleen Scheaffer, and couple others has been postponed. Jessica thinks the meeting will include a presentation by the Inforum on their workshops which address tech skills, as well as the tech skills document that has not been received yet.
- ii. Art group update: She has been contacted by three people. There is a fourth person with a similar art-funding request, but from the Reserve Fund. The Art Committee will be meeting next week on January 15th to establish guidelines.

b. Vice President (Laura)

- i. Mental Health iTea updates: The iTea is next Wednesday from 5-6:30pm. Speakers are confirmed, and she will receive their notes on talking points in a couple days. The Raffle has been happening in BL Lobby for the last couple days and is doing pretty well in terms of donations. Raffle sales will continue in the BL Lobby from 12-6pm on Monday and Tuesday. Some people are buying raffle tickets, but others are making donations to the cause only.
- ii. Motion to match donations: The raffle proceeds are going to Gerstein Centre, a centre for mental health. Last year, MISC matched the raffle donations up to

\$500. Laura C. wants to propose a vote by MISC to ensure this happens again this year. Jessica informed council that matching-funds was already budgeted for.

Motion: Laura C. motions for MISC to match the proceeds of the ongoing raffle sale up to \$500.

Seconded: Mari

Vote: Passed—Unanimous.

- iii. Anonymous suggestion box: Laura C. has witnessed negative reactions around the iSchool about the bed-side manner of some staff who work with students. When there is no guarantee of anonymity, it's hard for students to issue a complaint. Laura pointed out that class reps are a vehicle for criticisms of course instruction, but students do not have a similar system for student services. Allison asked whether MISC is supposed to fill this role. Jessica: Yes, but we could consider alternatives. She pointed out that the Inforum has a suggestions box. Melody asked whether the suggestions box would be an on-going occurrence, or if it would function to 'take the temperature'. Jessica has talked to administrators about the "bedside manner" issue and they are aware of it. Melody suggested that MISC can send an email to solicit feedback regarding student services, and then we could present the information; however, this would not ensure ongoing feedback. Darrell suggested that administration could collect feedback about themselves. Laura S. had a meeting with a faculty member, who said that faculty and students share a lot of similar concerns. According to the faculty member, much of the problem lies with staffing issues (e.g., no one is the Associate Dean); Dean Ross has to deal with problems that arise, which trickle down to other FI staff. Jessica will discuss this with Dean Ross, to gauge his response. Laura S. heard that faculty have done this already. Allison pointed out that SS is intended to help students, but they could use a suggestion box to be managed internally. Direct feedback from students would be more impactful, rather than summarized reports of their comments. Other council members pointed a suggestion box located in SS lacks anonymity. Ned: the Inforum does a user survey, which is taken seriously. It is anonymous, every student is polled, and the Inforum gets positive comments too. Wendy: Should MISC be doing this? Mari suggested MISC should discuss student feedback with Jerome. Darrell recalled that a MISC-conducted poll was suggested in a past MISC meeting, but Jessica doesn't recall MISC conducting one; however, she noted that SS conducted a spring poll about the courses students intended to take. Jessica reiterated that she will be meeting with Dean Ross tomorrow, and will discuss the possibility of having an anonymous suggestion box and/or a student user feedback survey meeting, and the lack of feedback mechanisms. Laura S.: would this be specific to SS, or iSchool as a whole? Jessica said this should be considered, but it would be helpful if the poll was focussed. She will report back to council about the meeting.

c. Secretary (Alexandra) – NO REPORT

d. Treasurer (Sanjin)

- i. New MISC-RF proposal: A student submitted a proposal for \$400 to fund a solo art exhibition at UTAC, which is not connected to the artwork proposals for the student lounge. Sanjin read the proposal to council. Jessica has some reservations about the proposal because the student is asking for \$400 to purchase food for their personal event. She noted MISC's year-end party cost \$500 and that MISC already has an art group to fund art. Laura S. clarified that the UTAC is part of the University of Toronto, but also has reservations about the proposal and asked why the artist asked MISC instead of applying for art grants elsewhere. Sanjin clarified for Laura C. that the exhibit would not happen if the student does not receive funding from us. Ashley asked if the \$400 was itemized in the proposal; Jessica said it wasn't. Ashley argued that the event could have still have merit because it is held on U of T's campus, and an MI student could be sponsored by MISC. A council member suggested that the art group could ask for artwork for the lounge in exchange for funding. David clarified that the art would only be for the lounge; if MISC had a breakdown of costs, then we could make a better decision in February if we want to pay for this. Allison reminded council members that the fund was for purchases would impact students in the long-term, or great events now. It also depends on how the event is marketed to MI students and what they get out of it; she is concerned if MISC gives him money but no one attends the event. Currently, there's no reason why this event will be awesome for the '400 students who would pay a dollar each'. Darrell argued that it would be nice to have an archives-related event because archives students tend to be underrepresented at the iSchool. Sanjin: The MISC RF fund was created for special events and projects. If the MI students could mobilize friends and iSchool for substantial attendance, then the proposal would be worth it. However, Sanjin has viewed the art and feels it isn't exactly 'information art', stating that it would burden the artist to produce more art to fit the lounge artwork competition criteria. He feels these issues are separate (i.e., the artwork lounge competition v. RF). From the reaction of council, Jessica concluded that we are not comfortable passing this today and she will contact the artist about it. Sanjin believes the main questions to ask is 1) the breakdown of expenses, and 2) how many people can be guaranteed to show up. Darrell agreed; having applied for club funding from MISC, an itemized breakdown of expense should at least be expected for RF proposals.
- ii. Reallocation of Merch funds: Less money spent has been spent by Merch this year, so \$1100 will be allocated to other budgets. Jessica asked Kim if PD needs more funds. Jessica thinks funds will be split between Exec and Social.
- iii. Appointment to IS taskforce committee (Jessica for Sanjin): This is the taskforce discussed in 5.g.i. Yesterday, Dean Ross asked Sanjin (via email) to be the MI representative on the committee. Sanjin emphasized this is tentative and premature. Jessica pointed out that in case of ad hoc committees, or those established during the school-year, MISC usually appoints people to serve (e.g., Allison was appointed to serve on the Student Outcomes Committee). Jessica

expressed her support for Sanjin, but noted that it's unusual for the Dean to directly appoint someone. She added that Dean Ross does not have the authority to do this anyways and that it is procedurally problematic for administration to appoint people. Sanjin recalled speaking to Dean Ross, who explained the process of ad hoc committees and asked Sanjin to be part of the taskforce. Sanjin felt it would be ridiculous to refuse. In the same way he appoints faculty members, the Dean has the same executive powers/discretion to appoint students. Sanjin has served on several committees, but he believes he was selected because he has a reputation for being neutral. He said he does not always agree with students, and sometimes sides with faculty. He believed that council members were antagonistic towards Dean Ross during MISC's November meeting. He countered with an example in which he mentioned 'student entitlement regarding the core course issue' to Siobhan Stevenson, who echoed the sentiment (with respect to student representation) during November's FC meeting. Sanjin said he tries to see both sides. Ned: the reason why Sanjin was appointed could have been because the Dean likes his opinions. Ned added that there is a system in place for MISC to appoint students to committees. Given the events that occurred, the Dean wanted Sanjin specifically. Laura S. agreed with Ned. Ned: Dean is making a political decision to do this. Laura C. also agreed with Ned, adding that council members have no reason to object to Sanjin being on the committee—the Dean would likely agree with a lot of Sanjin's reasoning for being appointed on the committee— but he could have at least discussed this with MISC. Darrell also agrees with Ned, and has concerns about the Dean's selection procedure and its fairness. Allison noted that this issue is not dissimilar to the FC issue (see 5.d.i.); it's a procedural matter. Jessica will discuss future appointment procedures with the Dean, but she will not object to Sanjin's appointment.

- e. Webmaster (Mari)
 - i. New site progress: Not much to report right now. Mari will email committee chairs and email the whole MISC when she puts the site together. The chat room for president hours will be available soon. Online submission for class reps should be up. Both web addresses MISSC.ischool.utoronto.ca and MISC.ischool.utoronto.ca lead to the website, but the former will eventually be phased out.
7. Reports by Committees:
- a. Academic Affairs (Allison)
 - i. Reports from last semester: Allison received about half the reports from last semester, likely because they were due December 21st. They were largely neutral, but a couple included complaints.
 - ii. Digital signup form: Allison tweeted about it via MISC's twitter account. She asked council members if class reps were been picked in the first week of classes; council responded that many classes did not select a class rep yet. Jessica: If you are in a class with no announcement about a class rep, it would help if you could send a friendly reminder to the instructor. Allison suggested

that she could put reminders into faculty mailboxes. A monthly digest could be sent to class reps (who could inform their classes); its content would come from other MISC committees who could send Allison their event and announcement information.

- b. Professional Development (Pam and Kim)
 - i. Employer Showcase: Event is tomorrow. There were 27 employers last year, we have more this year. For the showcase, PD asked professors, invited last year's guests, and invited more KM/ISD organizations. David asked about a list of the employers; Kim said this would be posted before the showcase. Jessica asked Allison and Emily to live-tweet the event on behalf of MISC. #iES2013 was chosen as the showcase's twitter hash tag.
PD is also planning to conduct a survey, asking MI students what kind of events they want PD to offer or support, especially because there is a lot of overlap on what events. Jessica recalls Kimberly Silk's and Isidora's idea for the survey and suggested that PD coordinate with them; Kim Pham said PD will be meeting with them.
 - c. Social (Ashley & Darrell)
 - i. Recap of December events: These events were successful and well attended. Social noted that the food at the Year End party was amazing, given their budget and the theme. Darrell expressed his thanks to the Faculty of Music for their discount to MISC for the event's music.
 - ii. Planned events for 2013 semester: Social will continue with the open mics at Hart House. There will be some bagel bombings, a games night (to take advantage of the Wii and other purchased games). Social asked for students to relay any event suggestions ASAP because the end of semester is a very busy time.
 - d. Merchandise (Nonna)
 - i. Minimized budget: See Treasurer's report 6.d.ii. Also, this is Nonna's first meeting since the beginning of the school year.
 - ii. Water bottles: We have no more water bottles. Due to logo-related constraints with Contigo, Merch needs to find another supplier. Laura C. has agreed to help find another supplier (to have a bigger logo) so that Nonna can purchase water bottles.
8. New business— None.
9. Adjourn
Motion to adjourn: Allison
Seconded: Mari
Vote: Passed—Unanimous.

Carried at 5:57pm.